



DEPARTMENT OF THE ARMY

MISSISSIPPI VALLEY DIVISION, CORPS OF ENGINEERS

P.O. BOX 80

VICKSBURG, MISSISSIPPI 39181-0080

<http://www.mvd.usace.army.mil/>

REPLY TO
ATTENTION OF:

CEMVD-EO

03 JAN 2003

MEMORANDUM FOR SEE DISTRIBUTION

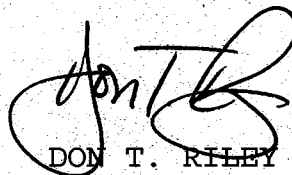
SUBJECT: Policy Letter on Sexual Harassment

1. I am committed to a workplace free of discrimination and harassing behavior of any kind and am opposed to sexual harassment, which is a form of sex discrimination.
2. Sexual harassment is defined by the Equal Employment Opportunity Commission (EEOC) as unwelcome sexual advances, requests for sexual favors, and other verbal and physical conduct of a sexual nature which is made explicitly or implicitly a term or condition of an individual's employment; is used a basis for career or employment decisions affecting an individual; interferes with the performance of an employee or creates an intimidating, hostile, or offensive work environment.
3. Individuals who perceive they are being sexually harassed by supervisors, superiors, co-workers, or peers should make it clear that such behavior is unwelcome and report the harassing behavior to an appropriate authority or office. Individuals who report instances of sexual harassment will not be subject to reprisal or adverse personnel actions because of such reporting.
4. Allegations of sexual harassment will be investigated immediately and addressed swiftly, fairly, and effectively.
5. Each employee has a responsibility for eliminating sexual harassment in the workplace. Additionally, each employee is required to attend sexual harassment prevention, initial training, and annually update training. The Equal Employment Opportunity Office will notify all employees of sexual harassment prevention training and will monitor the completion of the training.
6. Every employee of the Mississippi Valley Division should support an environment of mutual respect, dignity, and fair treatment.

CEMVD-EO

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7. This policy will be posted permanently on all official bulletin boards and on the MVD EEO web page.

A handwritten signature in black ink, appearing to read "Don T. Riley", is written over the printed name.

DON T. RILEY
Brigadier General, USA
Commanding

DISTRIBUTION:

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